

Editing a PDF file (using Acrobat Professional)



1. Open the file in Acrobat Professional.

NOTE: Acrobat Reader will not allow editing.

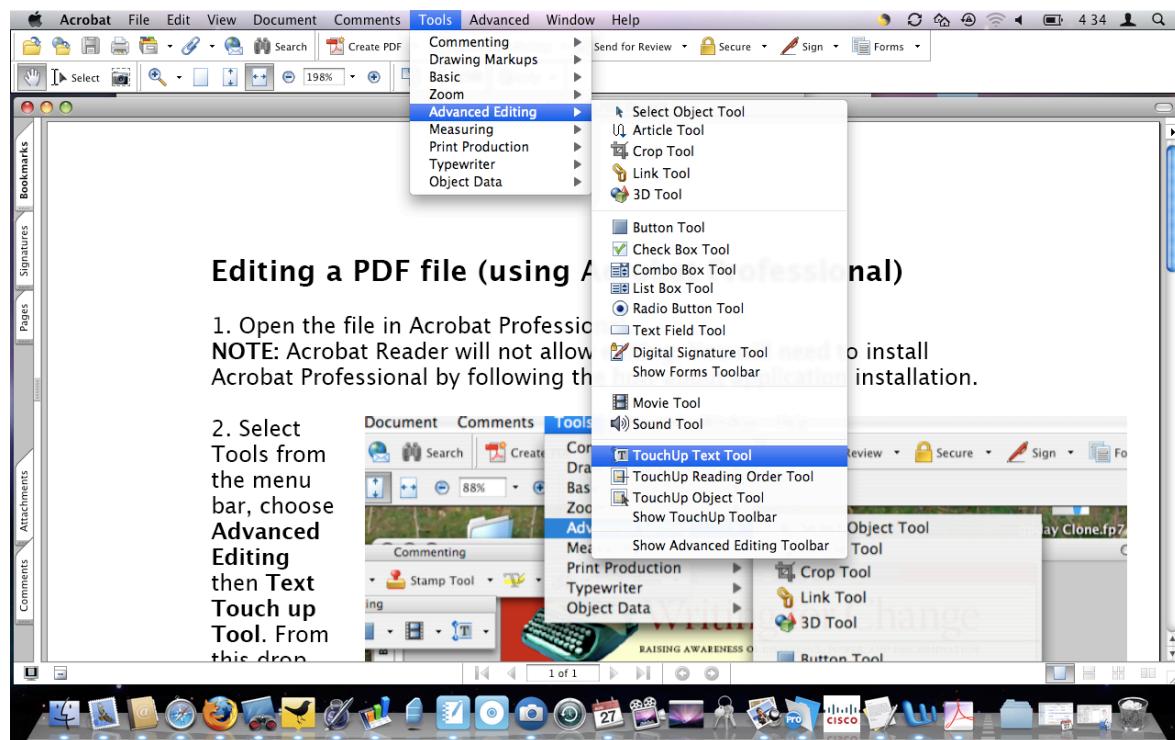
2. Click on **Tools** in the menu bar.

3. Choose **Advanced Editing**
then scroll over to **TouchUp Text Tool**.

From this drop down you can also choose to **Show Advanced Editing Toolbar**.

3. Select the text to be changed, highlight, then begin editing.

4. Save the document.



Note: You may experience errors if you are trying to edit a font that does not exist on your computer.